

Arlington Community Education New Course Proposal Form

Course title:

Instructor:

Course Description:

Materials/food fee per person:

Special instructions (i.e., meets in location outside AHS; email instructor once registered):

Equipment needs: (i.e kitchen; tables and chairs; art room; LCD projector, etc.)

Sessions: **Preferred days of week**
(Tue/Wed/Thur)

Preferred times (Bet. 6-10pm at AHS; offsite hours more flexible):

Instructor bio: (1 or 2 sentences):

Instructor email address & phone:

Where else is this class scheduled to run?

What is your experience teaching adults?

Please provide names and email addresses for three professional references: